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2013 MAY 31 AM 9:13

Justice of the Peace
of Ward/District "J"Violet / St. Bernard (City, Parish) LouisianaFinancial Statements
As of and for the Year Ended December 31, 2012Required by Louisiana Revised Statutes 24:513 and 24:514 to
be filed with the Legislative Auditor
Within 90 days after the close of the fiscal year.

AFFIDAVIT

Personally came and appeared before the undersigned authority, Justice of the Peace (your name) Barbara J. Manuel, who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of the Court of St. Bernard Parish, Louisiana, as of December 31, 2012, and the results of operations for the year then ended, on the cash basis of accounting.

In addition, (your name) Barbara J. Manuel, who duly sworn, deposes, and says that the Justice of the Peace of Ward/District "J" and St. Bernard Parish received \$200,000 or less in revenues and other sources for the year ended December 31, 2012, and accordingly, *is required to provide a sworn financial statement and affidavit* and is not required to provide for an audit, review/attestation, or compilation report for the previously mentioned fiscal year.


Signature of JP

Sworn to and subscribed before me, this 28th day of May, 2013.


NOTARY PUBLIC Signature

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

JP's Name
Street/P.O. Box Address
City
Zip Code
Telephone Number
Fax Number / Email

Please Complete this Section:

Barbara J. ManuelP.O. Box 711Violet70092504-858-1553

JUN 12 2013

Release Please return the completed form by March 31 to Office of Legislative Auditor - Local Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

Statement A

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Barbara J. Manuel _____ (Your Name)
 St. Bernard Parish Justice of the Peace
 of Ward / District "J"
 Violet _____ (City) Louisiana

**Statement of Cash Receipts and Disbursements
 For the 12 Months Ended December 31, 2012**

CASH RECEIPTS:

1. State & Parish salary (*required information on W-2 Form*)
2. Total Fees collected (if collected)
3. Other _____
4. Total cash receipts (add lines 1-3)

**General
Fund**

1.	7,183.62
2.	410.00
3.	0.00
4.	7,593.62

CASH DISBURSEMENTS:

5. Fees paid to constable (Out of Total Fees collected from line 2)
6. Operating expenses (rent, utilities, phone/fax line, etc.)
7. Materials and supplies (stationery, postage, etc.)
8. Travel and other charges
 - 8a. For yourself
 - 8b. For employees (not for Constable)
9. Cost of equipment purchased (fax machine, etc.)
10. Total disbursements (add lines 5-9)
11. Balance Available (loss) for payment of salaries [lines 4 - Line 10]

5.	205.00
6.	1,600.00
7.	60.00
8a.	0.00
8b.	0.00
9.	0.00
10.	1,865.00
11.	5,728.62

Salary and related benefits:

12. Amount retained by yourself from line 11 as salary
13. Amount paid to employees (not to your Constable)
14. Total salaries paid (add Lines 12 and 13)

12.	5,728.62
13.	0.00
14.	5,728.62

FUND BALANCE

15. Increase (or decrease) in fund balance -- may be \$0
(line 11 less line 14)
16. Fund Balance at beginning of the year -- may be \$0
(Ending Fund balance from last year's report)
17. Fund Balance (or deficit) at end of the year -- may be \$0
(add lines 15 and 16)

15.	0.00
16.	0.00
17.	0.00

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STATEMENT B

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Barbara J. Manuel (Your Name)
St. Bernard Parish Justice of the Peace
of Ward/District "J"
Violet (City) Louisiana

Balance Sheet, on December 31, 2012

	General Fund
<u>ASSETS:</u>	
1. Cash	0.00
2. Investments	0.00
3. Office furnishings (Cost of desks, etc.)	0.00
4. Equipment (Cost of fax machine, etc.)	0.00
5. Total Assets (add lines 1 - 4)	0.00
<u>LIABILITIES AND FUND BALANCE:</u>	
Liabilities:	
6. Cash overdraft	0.00
7. Other liabilities	0.00
8. Total Liabilities (add lines 6 - 7)	0.00
Fund Balances:	
9. Ending Fund balance (from line 17, Statement A)	0.00
10. Other	0.00
11. Total Liabilities and Fund Balance (add lines 8 - 10)	0.00

Note: Line 5 (Total Assets) should equal Line 11 (Total Liabilities and Fund Balance)

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